



## MEMORANDUM

**TO:** Honorable Mayor and Council Members

**FROM:** Susan A. Ramos, City Clerk

**CC:** Amy Chan, City Manager  
Joan Borger, City Attorney

**DATE:** December 6, 2004

**RE:** **December 7, 2004 Council Meeting; Consent Agenda Item 1A  
regarding Council Seating Arrangements**

Council Member Miller and Council Member Hamilton have agreed to switch seats.